



# School Leader Update

A MONTHLY JOURNAL  
FOR IOWA EDUCATORS

March 2018

## Guidance on concurrent enrollment textbooks

The Iowa Department of Education has received numerous questions and comments regarding the provision of textbooks for concurrent enrollment courses.

If the school district is responsible for providing textbooks for a concurrent enrollment course, the expectation is that textbooks are provided to students enrolled in the concurrent enrollment course consistent with the district's established textbook policy and in the same manner as the district provides textbooks for all students of the district.

Refer to the guidance on page 31 of the [Senior Year Plus guide](#).

For questions or comments, contact Eric St Clair at 515-326-0274 or [eric.stclair@iowa.gov](mailto:eric.stclair@iowa.gov)



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## Iowa aims to make sure students are 'future ready'

I am inspired by the Iowa Department of Education's vision: Iowa learners experience high levels of success and develop the capacity to continually grow as successful, healthy, and productive citizens in a global community. I am also encouraged by the many statewide initiatives, brought to life at the school-level, which will ensure this vision is realized. From early literacy to teacher leadership to high-quality career and technical education, Iowa's education system is focused on the right efforts.



**Director Ryan Wise**

As we continue to implement these initiatives, educators are also eager to continue to develop their own learning and to provide additional opportunities to students. In this spirit, Governor Reynolds is holding the 2018 [Future Ready Iowa Summit](#) on April 3 at the Iowa Events Center in Des Moines. This event creates the opportunity for educators, business leaders, elected officials, nonprofit organizations, and students to collaborate on how we can continue to strengthen Iowa's education and workforce. In particular, the event will focus on expanding work-based learning and computer science instruction. I hope you will consider participating in this important event.

In addition to the upcoming Summit, other important efforts are under way to ensure Iowa students are future ready. On Jan. 29, Governor Reynolds signed [Executive Order 1](#), establishing the Iowa Clearinghouse for Work-Based Learning. The Clearinghouse will be a joint project between the Iowa Department of Education and Iowa Area Education Agencies (AEA) Learning Online. The Clearinghouse will facilitate distance K-12 school-business partnerships and create an inventory of established and newly created work-based learning opportunities.

I'm enthusiastic about the Clearinghouse, which will be developed this coming year and officially launch in the summer of 2019, because it will ensure greater

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## Multiple pathways to becoming a teacher in Iowa

- [Fast-track Teacher Intern Program](#): This route for secondary teachers requires that a bachelor's degree and content coursework has already been achieved. General pedagogy coursework is required. An internship is secured at full salary in lieu of student teaching. This is a highly successful alternative route program.
- Career and Technical Authorization: This route requires 6,000 hours of experience (or 4,000 with a BA) to teach in career and technical fields (no college degree required). This is a highly successful alternative program including but not limited to areas such as construction, drafting, welding, mechanics, military, electricity, culinary, agriculture, engineering, technology, and many more.
- Community college dual credit instruction: No licensure is required for instructors at community colleges.
- [Traditional Pathway](#): This is usually a bachelor's or master's degree, and includes coursework in the content area to be taught, general pedagogy coursework, and a full student-teaching placement.



### ***Continued from page 1***

equity in access to high-quality work-based learning experiences for all Iowa students. In addition, the Clearinghouse builds upon a strong foundation. This project is a direct outcome of the [Future Ready Iowa recommendations](#) and is positioned to leverage existing approaches and projects developed through the work-based learning intermediary networks and STEM BEST.

While Iowa grows work-based learning opportunities, the state continues to advance efforts to expand access to computer science education. In January, I had the pleasure of convening the [Computer Science Standards Review Team](#). This team, which includes both educators and computer science professionals, will seek public feedback and ultimately offer recommended standards to the State Board of Education for consideration this summer. Stay tuned for opportunities to contribute to this important conversation.

Finally, as we continue to develop high-impact work-based learning and computer science opportunities for our students, we must also be mindful of their social and emotional developmental needs. Last week I had the opportunity to participate in a national conference on Social and Emotional Learning (SEL). While sometimes tagged as “soft” skills, I find it increasingly apparent how critical it is that our schools take a “whole-child” approach to education. The [SEL Competencies](#) shared at the conference focus on ideas like self-awareness, relationship building, and responsible decision-making that will ensure our students are truly future ready.

*Ryan M. Wise*

# Professional learning on the Advanced Learner MTSS Guide

The Advanced Learner Multi-tiered System of Support (MTSS) Guide was created to assist classroom teachers, ensuring all students are appropriately challenged. The Advanced Learner MTSS Guide is written content neutral and can be used across disciplines for K-12 grade learners.

Register for this professional development opportunity by clicking on the link of the day you will attend.

[April 10](#)– Des Moines/Urbandale – Holiday Inn Hotel & Suites located at 4800 Merle Hay

[April 17](#) – Coralville – Radisson Hotel and Conference Center located at 1220 1<sup>st</sup> Avenue

[April 20](#) – Sioux City – Hilton Garden Inn Riverfront located at 1132 Larsen Park Road

Districts are encouraged to bring teams to this opportunity comprised of general education elementary classroom teachers, secondary educators, a counselor, teacher leaders, a building administrator, the gifted and talented program coordinator, and gifted and talented program teachers. This professional development is offered at no cost to the participants.

For questions, contact Erika Cook at 515-419-1104 or [erika.cook@iowa.gov](mailto:erika.cook@iowa.gov), or Rosanne Malek at 515-281-3199 or [rosanne.malek@iowa.gov](mailto:rosanne.malek@iowa.gov).

## Provision of Equitable Services

As districts and Area Education Agencies (AEA) begin planning for the next school year, the Iowa Department of Education would like to remind everyone of the need to begin scheduling consultation meetings to discuss the equitable services provided to students attending nonpublic schools within their boundaries.

To ensure timely and meaningful consultation, a district or AEA must consult with appropriate nonpublic school officials during the design and development of such agency's covered Title programs and the consultation must occur before the Local Education Agency or AEA makes any decisions that affect the opportunities of eligible nonpublic school children to participate in covered Title programs.

In order to support the field during the consultation process, the Department has created a unified consultation agreement form to assist in identifying questions to be answered in the provision of equitable services. This form is not required, but simply provides a framework to assist parties to engage in a meaningful consultation. All information submitted on the consultation form goes directly to the State Ombudsman. Click to access the [Equitable Services Consultation Agreement](#) form.

The Department has also created the Equitable Services Complaint form as required under the Every Student Succeeds Act (ESSA). This complaint form should be used when the nonpublic school and the public school or AEA are unable to come to agreement on a specific issue dealing with the provision equitable services or when there is a failure by the public school or AEA to provide such equitable services under the following programs: Title I, Part A & C, Title II, Part A, Title III, Part A, and Title IV, Parts A & B. Keep in mind, there are prerequisites to satisfy before a complaint can be submitted. All information submitted on the complaint form goes directly to the State Ombudsman. The prerequisites are identified in the instructions of the [Equitable Services Complaint Form](#).

## Schools can offer own online service via ILO's Branch Out

Looking to start your own online courses? Iowa Learning Online (ILO) is here to help schools take the first step to offering their own online service to meet local district needs. ILO provides the infrastructure and high school courses, and the local school provides the teacher. Click the link for more information about [ILO's Branch Out](#).

Enrollment is currently open for the summer term. The summer term runs from May 23 - Aug. 3. Early enrollment ends at 4 p.m. on June 1. [Sign up](#) and view the [course list](#).

For more information on how ILO can help your school or district, contact Cale Roe at 515-782-7680 or [cale.roe@iowa.gov](mailto:cale.roe@iowa.gov).



## Iowa Youth Survey registration is now open

Registration for the 2018 Iowa Youth Survey (IYS) is now open. To register your district to participate, or to opt out of participation, visit [the registration site](#) by May 11. The superintendent must first enter the system and can then appoint someone else to complete the process. The registration site includes information necessary for participation, including the Agreement to Participate and Area Education Agency Data Release forms. These forms must be signed electronically and are available to be saved or printed.

All districts should complete the Agreement to Participate form whether your district intends to participate or not in the 2018 Iowa Youth Survey. If this form is not completed, you will receive follow-up messages. Detailed instructions on the registration process may be found on the [Help Page](#) of the registration website. Direct questions about registration to DeShauna Jones at [deshauna-jones@uiowa.edu](mailto:deshauna-jones@uiowa.edu) and general IYS questions to [iowayouthsurvey@idph.iowa.gov](mailto:iowayouthsurvey@idph.iowa.gov).

## What do you know about implementing the math standards?

Take the following true/false quiz to test your knowledge about implementing the math standards.

1. The curriculum has [more depth and less breadth](#).
2. The [number of standards](#) in each grade matter.
3. The [standards are all the same size](#).
4. [65%-85%](#) of the instructional time is spent on the standards in the Major clusters.
5. The [grade band major work](#) are the non-negotiables.
6. [Connections](#) within the grade and across the grade are regularly made.
7. The aspects of [Rigor](#): Conceptual understanding, skills and procedural fluency, and application are equally important and represented in instruction.
8. [All of the standards](#) are represented and taught with equal intensity.
9. The [Major Clusters are all the same size](#).
10. The [Major Works](#) are known and collectively worked towards for College and Career Readiness.

The correct answers are below. Also listed is the Shift that each question deals with.

Implementing the Shifts in the Mathematic Standards <http://bit.ly/iacoblog>.

For questions, contact April Pforts at 515-314-6243 or [april.pforts@iowa.gov](mailto:april.pforts@iowa.gov)

(Answers: True: 1,4,5,6,7,10 False: 2,3,8,9 Focus: 1,2,3,4,5,8,9,10 Coherence: 6 Rigor: 7)

## SAVE THE DATE:

### Meeting the Needs of ELs in the Classroom

The 14th Annual Our Kids Summer Institute will be held on June 12-13 at the North Polk High School in Alleman.

The conference aims to provide background and training for general education teachers, English as a Second Language teachers, and administrators in best practices to improve the language acquisition and achievement of students who are learning English.

More information will be available after March 1 regarding registration and speakers.



## Preparing students with IEPs for work

Recent changes in the Work Force Innovation and Opportunity Act (WIOA) have implications for local education agencies (LEAs). To help districts understand WIOA, the Division of Learning and Results and Iowa Vocational Rehabilitation Services (IVRS) developed several [WIOA resources](#) to explain the legislation and obligations of LEAs.

A recurring topic for districts and individual student planning teams is that of job coaching. The simple answer is that if job coaching is identified in a student's Individualized Education Program (IEP) the district must provide it or collaborate with another agency. A memo providing guidance on the responsibilities of schools for employment preparation will soon be released with more details.

Job coaching may be provided in the summer if the need qualifies for extended school year services (ESYS). Updated guidance on determining ESYS will be discussed at a [webinar](#) on March 27 from 9:30 a.m. – 10:30 a.m. If you are unable to attend, you may still [register](#) to receive a link to the recording. For questions, contact Nancy Ankeny-Hunt at 515-326-1031 or [nancy.ankeney-hunt@iowa.gov](mailto:nancy.ankeney-hunt@iowa.gov).



## Braille-On-Demand service

Braille-On-Demand is a quick-turnaround Braille transcription service provided through Iowa Prison Industries. They are committed to returning the Braille equivalent of submitted material within 1- 2 business days.

Place an order by uploading a scanned document (PDF preferred) of 10 pages or less to [Iowa Prison Industries](#). Tactiles, raised line equivalents to graphics in the material, are processed and shipped as hard copies. If equipment is available at your location to raise the images, these files can be sent as PDFs. Conversion of maps and biology material are not available with this service.

Finished work can be returned in hard copy or electronic format. Hard copy material is shipped via UPS. Orders received prior to 9 a.m. will be shipped the next business day. Orders received after 9 a.m. require an additional business day. Further information is available through the [Anamosa Braille Center](#).



# Vroegh: Nominate an educator for 2019 Teacher of the Year

It's hard to believe that almost sixteen months have passed since I was named the 2017 Iowa Teacher of the Year. Many things have changed for me since that day but one thing that hasn't is my love for teaching and education. Being able to make a difference in a child's life is one of the most gratifying feelings as an educator.



Shelly Vroegh  
2017 Iowa Teacher of the Year

I'm not alone in this sentiment: I am reminded often as I travel across the state that the teachers in Iowa are passionate, inspiring and motivated to providing students with educational experiences that will prepare them to be successful and productive members of their community. I'm lucky enough to work with some of the most passionate and inspiring teachers at Lakewood Elementary School in Norwalk. They recently took the time to create a [video](#) where they were able to express how much they love being educators.

In my travels, I've had countless opportunities to learn from and with innovative teachers who work tirelessly to strengthen instructional practices in their classrooms.

Although my year of service ends soon, and Aileen Sullivan will begin her work with the state as the 2018 Teacher of the Year in June, it's never too early to think about the next Iowa Teacher of the Year. Nominations are now being accepted for the 2019 Iowa Teacher of the Year. If you know or work with an educator dedicated to motivating, challenging and inspiring excellence in students, submit the 2019 Teacher of the Year [nomination form](#) to nominate an educator for this award.

As I continue my year of service as Iowa's Teacher of the Year, I'm reminded on a daily basis how grateful I am for the opportunity to elevate the teaching profession and serve as the voice of Iowa's educators. Being a teacher is important and the work we do matters every day. I look forward to continuing to empower myself and others to be positive, inspiring role models for students and teachers in Iowa.

## FEMA's Youth Preparedness Council accepting applications

Youth across the nation can make a difference and transform the preparedness and resilience of their communities and beyond. Students in 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, or 11<sup>th</sup> grade, who have engaged in community services, or who are interested in emergency preparedness, are encouraged to apply to the U.S. Department of Homeland Security's Federal Emergency Management Agency's (FEMA) [Youth Preparedness Council](#).

Formed in 2012, the Council engages members in local and national emergency preparedness projects. Selected to serve a two-year term, members represent the youth perspective on emergency preparedness and share information with their communities. They also meet with FEMA on a regular basis to provide ongoing input on strategies, initiatives, and projects throughout their term.



Adults working with youth or emergency management are encouraged to share [the application](#) with youth who might be interested in applying. Youth applicants must submit a completed application form, two letters of recommendation, and academic records.

Applications are due March 18. For more information, to submit an application, or to see the projects current members are working on, visit the Youth Preparedness Council [website](#).

## [Celebrating career and technical education](#)

Today's career and technical education (CTE) programs are preparing students for college and careers like never before in the state's history.

## [Knocking down barriers to success: black students](#)

Pleasant Valley High School was honored for its work with black students in which 89 percent of those students are proficient in reading and math. That compares to the statewide average of only 50 percent.

## [Iowa Financial Know-How Challenge Senior Scholarship](#)

Registration is ongoing for a scholarship that offers Iowa high school seniors a chance to receive one of 30 scholarships worth \$2,000 for college while learning important financial literacy skills.

## [Creating authentic learning experiences through CTE](#)

Today's career and technical education programs (CTE) have become increasingly innovative. Extending well beyond the development of simple technical skills, high-quality CTE programs increase student engagement through the integration of technical and academic skills in hands-on, real-world learning experiences.

## [Knocking down barriers to success: Hispanic students](#)

Carlisle High School was honored for its work with Hispanic students. At a time when the statewide average for reading and math proficiency is only 64 percent among Hispanic students, Carlisle High School's Hispanic population is 98 percent proficient.

## [Money Smart Kid essay contest applications due March 16](#)

The Iowa Bankers Association is sponsoring the annual Money Smart Kid Essay Contest in 2018. Iowa students in grades 7-11 are eligible to participate in the contest, in which one student will be named the 2018 Money Smart Kid and will receive a \$1,000 award to put toward their college savings.

## [FFA: Growing future leaders \(and not just on the farm\)](#)

Today's modern agricultural industry demands students enter the field with the technical knowledge learned through strong career and technical ag education, leadership skills, and hands-on learning.

## [Knocking down barriers to success: economically disadvantaged students](#)

Sergeant Bluff-Luton High School was recognized for its work with students who come from lower socio-economic backgrounds. That group at Sergeant Bluff-Luton thrives: 94 percent are proficient in reading and math, compared to 68 percent statewide.

## [Johnston High School's Financial Literacy Journey](#)

The Johnston Community School District began a journey to provide its students with quality financial literacy learning. Johnston staff agreed that a deep, authentic course was needed for all learners to be successful in understanding financial literacy.

## [Next Gen Personal Finance Payback Challenge](#)

Next Gen Personal Finance is offering a contest with a game called PLAYBACK that could win students and schools big prizes.

## [This program makes dollars — and sense](#)

When Anna Wolver starts class, she gets down to business. So do her students.

## [Competition heats up for culinary, hospitality state championship](#)

High school students from across the state converged on the Iowa Events Center in Des Moines in hopes of becoming the next Iowa ProStart Invitational champions in culinary arts and restaurant management.

## [Knocking down barriers to success: students with disabilities](#)

Gilbert Intermediate was recognized for its work with students with disabilities. Among those students, 79 percent are proficient in reading and math at Gilbert Intermediate School, compared to the statewide average of only 35 percent.

## [Applications sought for next Iowa Teacher of the Year](#)

Applications are being accepted for the 2019 Iowa Teacher of the Year. The deadline to nominate is April 27.

# Early Childhood Preschool Programs

## Application for the Statewide Voluntary Preschool Program

School districts not currently participating in the [Statewide Voluntary Preschool Program](#) (SWVPP) may apply to become part of the program. The [application](#) to begin a preschool program in 2018-19 is posted on the [SWVPP web page](#) and will be due April 6.

Districts newly implementing the SWVPP in 2018-19 must fund the preschool program using other sources. HF 565, a bill that passed during the 2017 legislative session, provides a new option. This legislation enables districts to move unexpended, unobligated funding from certain sources to a new flexibility fund account within the general fund, at the end of the current fiscal year (FY 2018).



Through board resolution that includes specific stipulations as described in 298A.2, a district could use funds moved to the flexibility account for startup costs of the Statewide Voluntary Preschool Program. See [Flexibility Legislation Guidance](#) for additional details. Districts will receive state aid in their second year of SWVPP implementation based on the number of eligible children served in year one.

For information about the Statewide Voluntary Preschool Program for Four-Year-Old Children, contact Jennifer Adkins at 515-954-5652 or [jennifer.adkins@iowa.gov](mailto:jennifer.adkins@iowa.gov).



# Nutrition and Health Services

## National School Breakfast Week is March 5-9

Increasing breakfast participation is a goal for many schools and National School Breakfast Week is the perfect time to bring attention to the breakfast program. Celebrate with decorations, special menus, events, and more. Benefits of participating in National School Breakfast Week:



- Increase student participation in the school's breakfast program;
- Remind parents of the healthy breakfast options available each day;
- Earn media coverage from local papers, blogs, and TV stations; and
- Connect with teachers to promote the academic benefits of breakfast.

The [School Nutrition Association](#) has some great marketing resources as well as celebration ideas. Share your plans with [schoolmeals@iowa.gov](mailto:schoolmeals@iowa.gov) and use #NSBW18 with social media posts. Stay Connected! Iowa Department of Education Bureau of Nutrition and Health Services [Facebook](#) - [Twitter](#) - [Pinterest](#)

## March 11-17 is National CACFP Week

Does your school have a preschool or child care center that participates in the Child and Adult Care Food Program (CACFP)? If so, you have an exceptional opportunity to help young children develop healthy habits at an early age.



CACFP is a United States Department of Agriculture program that provides reimbursement for healthy meals and snacks for young children. March 11-17 is National CACFP Week. National CACFP Week helps educate parents and the community about how CACFP helps child care providers serve well-balanced, nutritious meals.

Celebrate and promote National CACFP Week in your school, community, home or center. The [National CACFP Sponsors Association](#) has some great marketing resources and celebration ideas.

Iowa's Team Nutrition has a new Facebook page, [#iowaCACFP](#). "Like Us" and "Follow Us" to find out about the latest CACFP success stories across the state, and resources to support the child care wellness environment. For more information, contact Patti Delger at 515-281-5676, or [patti.delger@iowa.gov](mailto:patti.delger@iowa.gov)

## Save the date: October 11 is Iowa Local Food Day



Iowa Department of Agriculture and Land Stewardship is planning an Iowa Local Food Day on Thursday, Oct. 11, during National Farm to School Month.

On this day, schools are encouraged to serve at least two items for breakfast and/or lunch that are composed of primarily locally sourced items. Assistance with procurement, menu planning, and other resources will be available. Participation is voluntary. For more information, contact Tammy Stotts at [tammy.stotts@iowaagriculture.gov](mailto:tammy.stotts@iowaagriculture.gov).



## Legal Lessons

Contact Nicole Proesch for all Legal Lessons items: [nicole.proesch@iowa.gov](mailto:nicole.proesch@iowa.gov) or 515-281-8661

### A March Memorial

As we head into March we were reminded that school safety is our number one priority. The tragic shooting in Marjory Stoneman Douglas High School in Florida as well as in many other elementary and high schools across the nation has us all thinking about the students who have lost their lives, were injured, or suffered emotionally because of these senseless acts on our schools.

At the Department, we care deeply about the safety of students and staff in Iowa schools. Our focus has been on supporting school districts with regard to safety planning. The Department is part of an Iowa School Safety Alliance, which developed resources such as sample crisis plans, tips and toolkits. Check out [free bulletins and other information](#) from the Iowa School Safety Alliance. Our department also received a federal grant in 2014 to assist school districts with creating high-quality emergency operations plans. We continue to offer information on emergency operations planning; more information is available on our [website](#).

Now in this March Edition I bring you Firearms in School Grounds (Updated) and FERPA and Videos.

#### Firearms on school grounds (Updated)

[Iowa Code section 724.4B](#) prohibits firearms on school grounds with few exceptions. In the wake of recent events, the Iowa Department of Education has received several inquiries about whether it is lawful to carry a weapon on school grounds if the carrier has a permit to carry. In January 2011, certain amendments to the Iowa Code provisions governing carrying weapons went into effect. In short, the amendments made it easier to get a non-professional permit to carry weapons in the state of Iowa. However, even if a person has a non-professional permit to carry weapons, [Iowa Code section 724.4B](#) clearly prohibits firearms on school grounds.

[Iowa Code section 724.4B](#) specifically states that bringing weapons onto the grounds of a school is a class D felony. The only exceptions to having a firearm on school grounds are if:

- The person is a peace officer, member of the armed forces or National Guard, or correctional officer, who is carrying the weapon in connection with his or her duties as such; or
- The weapon is unloaded, inside a closed and fastened container or securely wrapped package or in the luggage or cargo compartment (i.e., trunk) of a vehicle; or
- The school has specifically authorized the person to bring the weapon onto school grounds, such as for purposes of conducting an instructional program regarding firearms; or
- *An employee of a private investigative agency or security agent with a license to carry a concealed weapon, while engaged in the performance of duties. (added in 2017)*

Moreover, [Iowa Code section 724.7](#), as amended, specifically states that a permit is not valid where possessing or carrying a firearm is prohibited by state or federal law. Under federal law, it is generally unlawful to possess a firearm in a “school zone,” subject to exceptions similar to those in the Iowa Code described above. 18 U.S.C. § 922(q)(2). “School zone” includes the grounds of any public or private elementary or secondary school, as well as all public property within 1,000 feet of such a school. 18 U.S.C. § 921(a)(25). In summary, unless an exception applies, both state and

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federal law clearly prohibit firearms on school grounds regardless of whether a person has a lawful permit to carry a weapon.

### Questions on [Iowa Code Section 724.4B](#) and Other Means of Protection

The Department has received many questions regarding fact-specific situations relating to application of [Iowa Code section 724.4B](#) and other means of protection that can be used in schools, on school grounds, or at school events. There is no “one-size-fits-all” answer to these questions. Besides relevant state and federal laws that apply, there also may be local school board policies and local law enforcement policies to consider. Superintendents and school districts should contact their local school attorneys to discuss these issues on a case-by-case basis. There may also be liability considerations that involve your insurance company as well so make sure you cover all of your bases. Additionally, local law enforcement and school resource officers should contact their department, city attorney, county attorney, and/or U.S. Attorney for guidance on these issues.

### FERPA and Videos

On Dec. 7, 2017, the U.S. Department of Education’s Privacy and Technical Assistance Center (PTAC) issued a letter (*Letter to Wachter*) regarding the Federal Educational Rights and Privacy Act (FERPA) and how it applies to a video involving multiple students.

The Issue in *Wachter* has come up in many districts in Iowa and it addresses the following questions.

- 1) What do you do when you receive a request from a parent for a copy of a surveillance video of an incident?
- 2) What do you do when you receive a request from a parent for a copy of statements that other students wrote regarding the incident?

In this case, the requester is the parent of the student who was involved in and was disciplined over the incident. The District administration captured the incident on video surveillance maintained by administration and does not have the capability to blur the faces of other students on the video. The District determined that the video and the witness statements are education records. Both were used to discipline the student.

PTAC found that both the video and the witness statements were “education records” of both the perpetrators and the targets under FERPA. FERPA requires the District to allow an individual parent of a student (or eligible student) who is disciplined for an incident to inspect and review education records upon request but does not require a district to release copies. PTAC also noted that this would apply to the targets of the incident as well. Thus, PTAC made the following conclusions.

1. The District must provide the parents of the disciplined student (and the parents of the targeted students) with an opportunity to inspect and review the video so long as it cannot be segregated and redacted without destroying its meaning, even if the other parents or eligible students do not provide consent.
2. In providing access to the witness statements the District must provide the parents of the disciplined student (and the parents of the targeted students) with an opportunity to inspect and review those portions of the witness statements that are about the disciplined student and other students if they cannot be segregated or redacted without destroying their meaning, even if the other parents or eligible students do not consent.

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## Legal Lessons continued

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PTAC discussed the interaction of FERPA and state “sunshine” laws, like Iowa Code chapter 22. According to PTAC, “it would not violate FERPA for the District non-consensually to disclose to an eligible student or his or her parents copies of education records that the eligible student or his or her parents otherwise would have the right to inspect and review under FERPA.”

[Letter to Wachter](#)

As always you should contract your districts counsel if you have questions or concerns regarding similar situations in your District.

### **Students with Disabilities**

For questions regarding students with disabilities please contact Thomas Mayes at 515-242-5614 or

[thomas.mayes@iowa.gov](mailto:thomas.mayes@iowa.gov).

# Calendar

March 31 • Last date to submit LEA and AEA electronic annual audit of prior year to DE and Auditor of State Office



*It is the policy of the Iowa Department of Education not to discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, gender, disability, religion, age, political party affiliation, or actual or potential parental, family or marital status in its programs, activities, or employment practices as required by the Iowa Code sections 216.9 and 256.10(2), Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000d and 2000e), the Equal Pay Act of 1973 (29 U.S.C. § 206, et seq.), Title IX (Educational Amendments, 20 U.S.C. §§ 1681 – 1688), Section 504 (Rehabilitation Act of 1973, 29 U.S.C. § 794), and the Americans with Disabilities Act (42 U.S.C. § 12101, et seq.). If you have questions or grievances related to compliance with this policy by the Iowa Department of Education, please contact the legal counsel for the Iowa Department of Education, Grimes State Office Building, Des Moines, IA 50319-0146, telephone number 515/281-5295; or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison Street, Suite 1475, Chicago, IL 60661, telephone number 312-730-1560, fax 312/730-1576, e-mail: [OCR.Chicago@ed.gov](mailto:OCR.Chicago@ed.gov)*



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